

## BUS APPRENTICE MECHANIC

### NATURE OF WORK

This is semi-skilled mechanical work in the repair and maintenance of a variety of makes and models of buses.

Work involves responsibility for maintenance and repair duties on City-owned and operated buses and for the performance of preventive maintenance inspections. The employee shall be capable, as a trainee for the Journey Mechanic classification, of assisting with and making any type of repairs, and of servicing vehicles, and all of their units, as shall be assigned by the City. Work is performed under the supervision of a Journey Mechanic and Garage Supervisor.

### EXAMPLES OF WORK PERFORMED

Receives a passing score or above in each of the seven (7) designated areas outlined below:

Area One: Electrical - Complete forty (40) hours of work with a Journey Mechanic on electrical problems; check and replace batteries; check functions of alternator, regulator and equalizers; test and repair circuits; trace and follow electrical circuits on a schematic.

Area Two: Brakes - Complete eighty (80) hours of work with a Journey Mechanic on brake repairs; complete four (4) brake repairs on their own with little or no assistance, consisting of two (2) front axle and two (2) rear axle brake repairs.

Area Three: Transmissions - Complete one hundred twenty (120) hours of work with a Journey Mechanic on the removal and replacement of transmissions; remove and replace two (2) transmissions on their own with little or no assistance; repair electrical and air problems.

Area Four: Engines - Complete one hundred sixty (160) hours of work with a Journey Mechanic overhauling engines; diagnose and repair fuel systems, air systems and electrical problems related to the engine; complete three (3) tune-ups on engines.

Area Five: Air-Conditioning & Heating Systems - Certified according to regulations; complete forty (40) hours of work with a Journey Mechanic on air conditioning repairs and adjustments; remove and replace compressors, belts, hoses, dryers and service systems on five (5) buses.

Area Six: Wheel Chair Lifts - Complete forty (40) hours of work with a Journey Mechanic working on wheel chair lifts; service lifts with little or no assistance.

Area Seven: Inspections - Complete four hundred eighty (480) hours of work in inspections, with eighty (80) of those hours being completed with a Journey Mechanic; understand components and probable failures; maintain a clean and safe work area.

Performs various building maintenance tasks as required.

Performs related work as required.

**DESIRABLE KNOWLEDGES, ABILITIES AND SKILLS**

Knowledge of the common terminology, practices, processes, materials and tools of the automotive trade.

Knowledge of the hazards and safety precautions used in a diesel service shop.

Ability to keep records of inspections and service operations, and to complete various vehicle-related reports.

Ability to read and understand mechanical service manuals.

Ability to understand and carry out routine oral and written instructions.

Ability to establish and maintain effective working relationships with supervisors and co-workers.

Skill in the use of automotive/diesel repair tools and equipment.

**DESIRABLE TRAINING AND EXPERIENCE**

Graduation from a senior high school or equivalent supplemented by specialized vocational/technical school training with a degree in diesel repair or technology and some experience in the repair and maintenance of diesel and automotive equipment.

**MINIMUM QUALIFICATIONS**

Graduation from a senior high school or equivalent supplemented by specialized vocational/technical school training with a degree in diesel repair or technology; or any equivalent combination of training and experience which provides the desirable knowledges, abilities and skills.

**NECESSARY SPECIAL REQUIREMENTS**

Possession of a valid State of Nebraska driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties. Valid Commercial Driver's License (CDL) is required within 30 days of appointment.

Certification as an ASE (Automotive Service Excellence) Mechanic, or pass a mutually agreed upon examination, prior to advancement to Journey Mechanic.

10/97

Title Change & Revision 8/98

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